

## **EXHIBIT A**



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October 28, 2013

Matthew Skidmore, Esq.  
U.S. Securities and Exchange Commission  
100 F Street, NE  
Washington DC 20549

Re: SEC v Dr. Joseph F. "Chip" Skowron III, et al., Civil Action No. 10-CV-8266 (DAB)  
Client Matter Number 3858  
Invoice: 3858-1

Invoice for professional services and case specific expenses incurred through September 22, 2013 in connection with the initial notification phase for the above referenced matter.

***Professional Service Fees***

**Consult and Coordinate Case Administration Plan with the Commission** \$ 4,298.75

**Design and Draft Case Documents** \$ 16,243.81

- Distribution Plan
- Summary Notice for Publication
- Notice of Settlement and Distribution
- General Instructions
- Proof of Claim Form
- Frequently Asked Questions

**Handle All Returned Undeliverable Mail ("RUM")** \$ 1,638.76

- Create database to track RUM
- Record RUM returned with forwarding address and prepare for remail
- Search non forwardable RUM and remail to new address

**Customize Case Software with calculation methodology** \$ 9,600.00

**Design, Build and Maintain Fair Fund Webpage** \$ 546.25

- Include links to the Notice, Proof of Claim Form, FAQs and Commissions Website

**Broker/Nominee Solicitations Correspondence** \$ 4,431.75

- Create claimant mailing database

**Professional Service Fees Subtotal** \$ 36,759.32

***Case-Specific Expenses***

Economist – FMA, LLC	\$30,950.00
Printing and Mailing Notice Packet	15,533.91
Postage Incurred to Date	14,310.77
Claimant Support	944.06
Email Notification	11.22
NCOA/Address Searches	254.61
Broker/Nominee Reimbursement	4,344.41
PRNewswire – press release	<u>1,523.75</u>

**Case-Specific Expenses Subtotal** \$ 67,872.73

**Total Amount Due for Services** \$104,632.05

We pride ourselves on being a trusted resource and on providing outstanding service to our clients. Please feel free to contact our Case Manager, Nashira Washington, directly at [nashira.washington@gilardi.com](mailto:nashira.washington@gilardi.com) or by phone at (415) 458-3062, with any questions or concerns.